

## BROOKLYN FIRE & EMS DISTRICT BOARD MEETING MINUTES 8/21/19

Meeting was called to order at 6:34 pm by President Mark O'Brien. Members present were Kim Gruebling, Brit Springer, and Abbie Kriebs filling in for John Marx. Also present were Mason Barber, Dan Dean, Sarah Andrisevic, and Corey Llyod.

Motion: O'Brien to table action to approve minutes of 6/17/2019 meeting as written, not enough board members present to vote. Springer and Kriebs abstained.

No Public Comments

Motion: Kriebs/Gruebling to approve recommendation by Brooklyn EMS to appoint Corey Llyod Assistant EMS Director effective going forward. Motion carried.

The Oath of Office was administered to Assistant EMS Director Llyod.

Motion: Gruebling/Kriebs to approve re-pipe proposal from General Heating & Air Conditioning. Motion carried.

Motion: The SCBA CD matures on September 11. Chief Barber does not want to renew the CD for 90 days. The Fire department is waiting to hear if they have received the AFG Grant, if they do, they will not need the CD money to purchase the air packs/masks. If they do not receive the grant, they would like to have the air packs ordered right away and will need the money. Gruebling to table action until 9/18/19 meeting.

Chief Barber reported the department had 14 incidents during July, 6 were mutual aid calls. All their sizeable calls during the month were to mutual aid calls. Staffing still continues to be thin, but they have added a total of 6 new members during 2019. The engine committee is still working on the design for replacing engine 2. A group went to an open house at Pierce, one of vendors they are working with, looking at different trucks and options. Justin Wicik has been the lead for the truck committee. They have proposals from two vendors, Pierce and Custom Fire. Customer Fire contracts their services, whereas Pierce has in-house service in Slinger, WI. The truck committee voted on the two proposals, and it was unanimously in favor of Pierce. The NFPA 1901 recommends at 20 years: fire truck should be reserved status, at 25 years: replace fire truck. Engine 2 is 27 years old. Buying a new truck would have a build time of 10-12 months. There is a built in 3% price increase on the proposals if purchased in 2020. At this point, the department is waiting for guidance from the board/municipalities before moving forward.

Clerk Kuhlman asked if the department ordered the truck this year, when would payment be due? Chief Barber responded, there are substantial discounts built in, if you pay upfront, when you order it. The purchase price would be higher if you pay when the truck is finished.

The District Secretary commented each department has a significant amount of unallocated funds that could potentially be put towards the new truck.

The 2020 Fire budget was discussed.

Motion: Kriebs/Gruebling to forward proposed Fire budget to Municipalities for approval at 9/18/19 Annual Jt. Municipal Meeting. Motion carried.

EMS Director Dean reported that the department and the board have not talked about how to handle employee evaluations, raises beyond a year of service for the part-time paid employees. He is looking for some direction/guidance on how to move forward. Currently an experienced part-

time EMT is paid \$14 per hour. The board would like the EMS Director to put together a pay scale and evaluations, which he will do with the other department officers at their next officer meeting.

The 2020 EMS Budget was discussed. Clerk Kuhlman asked about the salaries budget amount. The department has not used a significant portion of the budget amount for the past several years. EMS Direct Dean noted that if they were to have a full staff of part-time paid EMTs, they would need that amount to cover all the salaries. It was decided to reduce the per capita by using unallocated funds of \$26,500.

Motion: Gruebling/Kriebes to forward proposed EMS budget with changes to Municipalities for approval at 9/18/19 Annual Jt. Municipal Meeting. Motion carried

The District Secretary reported to the board the cost of the next annual financial statement audit would be approximately \$11,000. If the District were to have a review instead of an audit, the cost would be approximately \$8,000. The District agreement has that an audit is required every 2 years. Changing from an audit to a review would require amending the agreement, which requires approval from all municipalities. An audit vs review will be discussed at the joint municipality meeting in September.

Next meeting will be September 18<sup>th</sup>, after the Annual Jt. Municipal Meeting.

Motion: Gruebling/Springer to adjourn at 8:50 pm. Motion carried.